

**Virginia HIV Community Planning Committee
Meeting Summary**

Members Present: Dan Alvarez, Nathaniel Amos, Odile Attiglah, Mark Baker, Bill Briggs, Tomas Cabrera, Rhonda Callahan, Denise Clayborn, Dr. Rosalyn Cousar, Vontrida Custis, Hugo Delgado, Carrie Dolan, Gregory Fordham, Richard Hall, Robert Hewitt, Deirdre Johnson, Martha Lees, Elaine Martin, Nicholas Mattsson, Gium Mekonnen, Robert Rigby, Ruth Royster, Paul Searcy, Leslie Stanley, Bruce Taylor, Silvia Villacampa

Members Absent: Heather Bronson, Caroline Fuller, Michael McIntyre, Dr. Joseph Riddick, Whitney Scott, Edward Strickler, Jr., Melody Williams

Other Attendees: Kathleen Carter, Ami Gandhi, and Rachel Rees of the Virginia Department of Health; Debbie Camana of Virginia Commonwealth University HIV/AIDS Center

Total of 33 attendees.

Welcome and Introductions

Elaine Martin called the meeting to order at 8:30 a.m. and introductions were made.

Old Business

- Several members will be presenting papers at the upcoming HIV Prevention Leadership Summit in New Orleans in May. Carrie Dolan and Ami Gandhi will be presenting on targeting priority populations and Ed Strickler, Jr., will be presenting on Virginia's transgender initiative. Elaine Martin, Health Department Co-Chair and Dr. Rosalyn Cousar, Community Co-Chair will also attend the conference.

New Business

- Casey W. Riley retired as Director of the Division of Disease Prevention on April 9th. Mr. Riley has a long and distinguished career in public health. He first came to Virginia as a CDC adviser in 1981 to run the STD control program and later organized VDH's HIV prevention activities as the first cases of HIV began to be reported. He successfully integrated the activities of traditional STD control with HIV/AIDS activities and, most recently, VDH Pharmacy Services and TB Control. After September 11, 2001, he was tapped by the agency to help lay the foundation for VDH's efforts to administer new federal grant funding to better prepare the Commonwealth against terrorist attacks. We wish Casey the best as he enjoys retirement.
- Deirdre Johnson introduced Ron Fields, who teaches a film course at VCU titled "Documentary and Digital Film". Mr. Fields will be filming segments of the June

meeting (members can sign waivers if they don't wish to be filmed.) Mr. Field is investigating HIV issues, and the goal of his film is to show a positive side of people living with HIV. Mr. Fields' and Ms. Johnson's collaboration began in October 2006.

Membership

- Six new members were welcomed: Dan Alvarez and Nathaniel Amos representing Eastern Region; Girum Mekonnen, Robert Rigby, Jr., and Silvia Villacampa from Northern; and Leslie Stanley from Northwest.
- Phillip Quinn, Independent Living Training Specialist at the Virginia Department of Social Services, resigned his membership effective May 3, 2007.
- Heather Bronson is on maternity leave.
- Takecia Griffin will be submitting her letter of resignation, citing child care and employment issues.

Selection of Interventions – Review and Approval of the Process

Ami Gandhi reviewed topics covered at the last meeting and that it was decided to choose the interventions based on a set of selected criteria. Interventions have to meet four of the six criteria, including the two mandatory criteria, to be selected. The committee broke into four groups to select interventions based on target populations. To review the process, each group began with evaluating the Homeless population to get an idea of how the process worked and how each intervention would be effective for this particular population. Afterwards, the committee reconvened to discuss the groups' findings. The committee again broke into their four groups. Two of the groups assessed Latinos, High Risk Heterosexuals, MSM, Transgenders, and People Living with HIV populations. The other two groups assessed Youth, Incarcerated, Injection Drug Users and Blacks. Populations not assessed will be completed at the next meeting.

Lunch

Subcommittees met at 1:15

Reports from the Subcommittees

➤ Standards & Practices

Ami Gandhi and Rachel Rees distributed final drafts of the Standards for HIV Prevention Interventions for the subcommittee's final review and approval. They indicated that the format and wording were changed slightly to assure quality assurance guidelines. Ms. Gandhi explained how the standards for HIV prevention intervention are incorporated into requests for proposals (RFPs) issued by VDH to help potential contractors know what VDH expects. Some points of discussion were what constitutes "training" and how the practices are being measured. Ms. Rees discussed that the standards are intended as an "outline" for implementing interventions and she will be developing quality assurance plans for contract monitors to evaluate if CBOs are in compliance. When asked how the CPG will get feedback on whether or not the standards are being implemented, Ms. Rees replied that the S&Ps are being checked by the specifications listed in the RFP when an agency is funded and when the contract monitors conduct site

visits. It was also agreed that training standards and staff qualifications for other interventions be specified like those already in place for health educators. Ms. Gandhi and Ms. Rees will add a separate section to address staff qualifications. As VDH will release a RFP in August for the Minority AIDS Projects, it was agreed that the new standards should be adopted as soon as possible. Rick Hall moved to adopt the standards as discussed and amended, and to have the amendments e-mailed to Ami Gandhi by Monday, May 7th. Vontrida Custis seconded the motion and the motion passed.

Next, the CDC document, *A Heightened National Response to the HIV/AIDS Crisis Among African Americans*, was discussed to consider its use for an African-American call to action. Elaine Martin gave a synopsis of CDC's focus. She indicated that a cover letter can be drafted by the CPG (or VDH) to be attached to the document to mobilize black organizations. They will be asked to create within their organizations the means to get out the word about the HIV/AIDS crisis in African American communities. Ms. Martin asked the CPG to develop a list of key stakeholders who should receive the document, the ones most likely to have the resources to respond. When asked about how the impact would be measured, Ms. Martin proposed that a guideline be established, such as having Hotline staff contact the agencies to see how they have responded after "x" number of months of receiving the document and cover letter. The group also proposed that instead of conducting a large VDH mail out, that a more proactive personal approach be adopted, e.g., having key committee members personally deliver the documents. After discussion followed about how the success of the initiative would be measured and what the agencies would be asked to do (perhaps an educational course, testing event, etc.), it was decided that members read the CDC document carefully before the June meeting to ascertain its value and to forward to Ami Gandhi contact information for key organizations. Mark Baker and Debbie Camana volunteered to draft a cover letter.

➤ **Research - Epidemiology Profile Update**

Building on Chris Delcher's design, members looked at ways to make Virginia's Epi profile more user-friendly by examining how other states presented data in their Epi profiles. The subcommittee had previously divided into two groups – a layout group and a data group - and both groups identified what they liked and didn't like about the current profile. She asked the committee's opinion on two issues: 1) Include a piece about funding, e.g. break down of where funding is coming from and where the funding is going state-wide. Elaine liked the idea of showing prevention dollars per cases, but cautioned that the data will be a couple of years old and probably won't be as accurate as it was two years ago. 2) Include transgender surveillance data – would be good to draw attention to the fact that VDH is not collecting data on this population ("data not available" or "insufficient data" will highlight the need to collect this data). Elaine stated that VDH will begin collecting data on transgenders starting in September. Ms. Dolan distributed a timeline and indicated that the subcommittee is on schedule, that most components will be written in June, July and August. She stated that the Epi profile will be on the agenda for the June meeting for the whole group to look at and the Profile has to be ready for the September meeting in a draft form.

Review of the March meeting summary

Motion was made and seconded to accept the minutes as written.

Planning for the June meeting

- 1) Continue process for selecting interventions
- 2) Epidemiological Profile discussion
- 3) Presentation by Debbie Camana and Donna Cantrell of VCU HIV/AIDS Center
- 4) Standards & Practices and Research Subcommittees will meet during lunch
- 5) Ryan White and STD Subcommittees will meet at 1:15 p.m.
- 6) Presentation by Ami Gandhi on the CDC document, *A Heightened National Response to the HIV/AIDS Crisis Among African Americans*
- 7) Update on progress of the Statewide Comprehensive Statement of Need
- 8) Reports from HPLS

The meeting was adjourned at 4:00 p.m.

Elaine Martin, Health Department Co-Chair

Date

Kathleen Carter, Recording Secretary

Date